This Guide is for use with the NAPIT Application Form for ventilation and air conditioning (VAC) operatives, it is not a guide about VAC qualifications in general or for joining any organisations or schemes other than those shown on the form.

The application form asks you to use Codes from one or both of the lists included in this Guide, please pay careful attention to the notes on the application form to see which parts of the form you need to complete.

To use this guide, look for the qualifications or certificates you hold in the following tables where you will find a **NAPIT Code** in the left hand column, then use this code on the application form. If you have more than one qualification in a particular list, please indicate the one most recently awarded or the one covering the widest scope. The columns to the right hand of the tables give information that could help you to identify the qualification from the awarding body named on the certificate or the Ofqual number if it is shown.

If you have a qualification that you believe demonstrates ventilation and/or air conditioning competence but it is not listed please contact NAPIT so it can be reviewed by our Standards Department. Such a review may not be conclusive and might indicate the need for work by other agencies such as the awarding body for the qualification, the Sector Skills Agency responsible or, in the case of an overseas award the UK National Recognition Information Centre (NARIC).

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Important note for anyone applying as an EXISTING OR PREVIOUS (last 2 years) REGISTERED COMPETENT PERSON

Registration is available for someone transferring existing registration from another body, or registering within two years of any previous registration with NAPIT or another body. The scope of registration in this case will be the same as that currently/previously held, and you must still complete all sections of the form and provide copies of the qualifications indicated on the form.

Important note for anyone applying for DEFINED SCOPE work in dwellings only

Defined scope electrical work in dwellings is work related to a non-electrical trade (e.g. providing an electrical supply to a ventilation system) and registration is limited to electrical work involved in that limited trade. If your application includes defined scope "electrical work related to VAC", please complete the electrical operative form.

Important note about EXPERIENCE requirements

The primary requirements for registration on VAC schemes are qualifications or certificates of competence, if you hold recent evidence there is no specified minimum experience requirement, for older and alternative qualifications you need 3 years' demonstrable experience as indicated in the tables. It is also possible to apply without formal qualifications provided you have a minimum of 3 years' demonstrable experience and you are willing to undergo an Experienced Worked Route (EWR) Assessment which will incur additional assessment fees. The EWR assessment is against the same criteria as the qualifications and certificates of competence listed in this Guide and you should consider undergoing training and/or assessments as these are more widely recognised whereas EWR will be NAPIT specific.

Important note about SITE ASSESSMENTS

Qualifications or certificates of competence are required for registration, but competence itself must be demonstrated in practice and the site assessment element of the application process must also be satisfactorily completed. If the assessment finds weaknesses or evidence of a lack of competence NAPIT can require additional or repeat training and assessment in order to complete registration.

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LIST 1 - RECOGNISED CERTIFICATES/QUALIFICATIONS FOR MECHANICAL VENTILATION

The tables below cover qualifications, courses and a unit-based approach and (except where noted) cover the requirements for both domestic and non-domestic work. The unit based approach is allowed where someone has not completed all of the units that comprise a full qualification but has completed those specific units that are sufficient to demonstrate installation competence (the approach is set out in the Minimum Technical Competence Documents for this sector).

Registration will be based on the scope of qualifications/certificates held.

		For information	
NAPIT Code	**Generalised Qualification Title** *Exact titles may vary from those generalised below*	***Awarding Body Notes***	***Qualification Numbers (Ofqual)***
MV01	Level 3 Heating and Craftsperson Qualification Industrial and Commercial	*C&G6288-31*	*603/2488/0*
MV02	Level 3 NVQ Diploma in Heating and Ventilation Industrial and Commercial Installation	*C&G6188-30*	*600/1009/5*
MV03	Level 3 Diploma in Heating and Ventilation	*C&G7188-03*	*600/6101/7*
MV04	Level 3 NVQ Diploma in Heating and Ventilating Ductwork Installation	*C&G 6188-31*	*600/1005/8*
		EAL	*600/1024/1*
MV05	SVQ Level 3 in Heating and Ventilating Ductwork Planning and Installation	*SQA and B&ES*	*G9X9*
MV06	Unit-based approach: having completed all the QCF or SCQF units identified in the table below. See note 1.		
MV07	Previous Level 3 NVQ in Mechanical Engineering Services – Heating and Ventilating Installation	*C&G 6088-08*	*100/3376/2*
		EAL	*500/1345/2*
MV08	Older or alternative qualifications covering mechanical ventilation at level 3 or above **[subject to review by NAPIT]** See note 2.	*Several*	
MV09	Relevant indentured apprenticeship with documented evidence **[subject to review by NAPIT]** See note 2.		
MV10	Domestic Ventilation Systems course. See note 3.	*BPEC*	
MV11	Building Services Engineering Course. **(subject to review by NAPIT)**	*Several*	

Note 1: If you hold a Level 3 NVQ Diploma or SVQ Level 3 in Heating and Ventilating Industrial and Commercial Installation (such as *C&G 6188-30 or SQA* G9X8) you would need to complete all the units listed below and apply using NAPIT Code MV03.
Note 2: With older and alternative qualifications, or apprenticeships, demonstrable evidence of 3 years' experience will be required.
Note 3: Applicants with this qualification will be limited to domestic work.

Table of Units Required for NAPIT Code MV03

QCF (England & Wales) Unit Titles		SCQF (Scotland) Unit Titles	
F/602/4909	Understand and apply industrial and commercial rectangular ductwork installation and pre-commissioning techniques	F9NE 04	Install, Test and Pre-Commission Ductwork Systems and Components
A/602/4911	Understand and apply industrial and commercial circular and flat oval ductwork installation and pre-commissioning techniques	F9NF 04	Install, Test and Pre-Commission Air Handling and Extraction Units
H/502/8229	Install and pre-commission industrial and commercial ductwork systems		
D/602/4920	Understand industrial and commercial air handling unit installation techniques		
D/602/2715 or K/502/8202	Understand industrial and commercial plastic ductwork installation techniques (and pre-commissioning techniques)		
M/502/8203	Understand and apply industrial and commercial fire rated ductwork installation and pre-commissioning techniques		

LIST 2 - RECOGNISED CERTIFICATES/QUALIFICATIONS FOR AIR CONDITIONING

The tables below cover qualifications, courses and a unit-based approach and (except where noted) cover the requirements for both domestic and non-domestic work. The unit based approach is allowed where someone has not completed all of the units that comprise a full qualification but has completed those specific units that are sufficient to demonstrate installation competence (the approach is set out in the Minimum Technical Competence Documents for this sector).

Registration will be based on the scope of qualifications/certificates held (see in particular Note 1).

		For information	
NAPIT Code	**Generalised Qualification Title** *Exact titles may vary from those generalised below*	***Awarding Body Notes***	***Qualification Numbers (Ofqual)***
AC01	Level 3 Diploma in Refrigeration, Air Conditioning and Heat Pump Systems	*C&G7189-03*	*600/5988/6*
AC02	Level 2 NVQ Diploma in Installing, Testing and Maintaining Air Conditioning and Heat Pump Systems	*C&G 6187-01*	*600/0912/3*
AC03	SVQ Level 2 in Install and Maintain Refrigeration and Air Conditioning (RAC) Systems	*SQA and B&ES*	*GD7M*
AC04	Level 3 NVQ Certificate in Installing and commissioning Air Conditioning and Heat Pump Systems	*C&G 6187-03*	*600/0900/7*
AC05	SVQ Level 3 in Install, Commission and Maintain Air Conditioning Systems	*SQA and B&ES*	*GD7N*
AC06	Unit-based approach (excluding halocarbon systems): having completed the top 5 QCF units or the 2 SCQF units in the table below.		
AC07	Unit-based approach (including halocarbon systems): having completed all the QCF or SCQF units in the table below.		
AC08	Previous Level 3 NVQ in Refrigeration and Air Conditioning	*C&G 6087*	*100/3374/9*
AC09	Older or alternative qualifications covering air conditioning at level 3 or above **[subject to review by NAPIT]** See note 2.	*Several*	
AC10	Relevant indentured apprenticeship with documented evidence **[subject to review by NAPIT]** See note 2.		

Note 1: Applicants wishing to work on halocarbon systems must apply with AC03, AC04 or AC06.
Note 2: With older and alternative qualifications, or apprenticeships, demonstrable evidence of 3 years' experience will be required.

Table of Units Required for NAPIT Codes AC05 and AC06

QCF (England & Wales) Unit Titles		SCQF (Scotland) Unit Titles	
R/602/4994	Understand and Carry Out Site Preparation and Pipework Fabrication Techniques for RAC Systems	FY1L 04	Install Air Conditioning Systems and Components
A/602/4987	Understand air conditioning and heat pump system installation, testing and maintenance techniques	FY1J 04	Inspect and Test Air Conditioning Systems and Components
K/602/4998	Understand and carry out electrical work on RAC systems and components		
Y/602/4981	Understand and carry out brazing techniques for RAC systems		
D/602/5002	Install, Test and Maintain Air Conditioning and Heat Pump Systems		
K/502/8913	Understand Halocarbon 'fluorinated' air conditioning and heat pump system installation and commissioning techniques	Note: Units K/502/8913 and J/502/8918 are not required for NAPIT Code AC05 Unit-based approach (excluding halocarbon systems)	
J/502/8918	Install and commission Halocarbon 'fluorinated' air conditioning and heat pump systems		

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